

First-Class Package Service- Webinar

Start Time: 11:00 AM ET

United States Postal Service

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To view/listen to the recording of the presentation: [Click here](#)

Overview and Eligibility



Features and Benefits



Pricing and Payment Options




Resources



Questions



On October 16, 2015, the USPS filed proposed changes with the Postal Regulatory Commission (PRC) (see complete filing at: <http://www.prc.gov>).

F	FIRST-CLASS PKG U.S. POSTAGE PAID COMPANY NAME eVS
USPS FIRST-CLASS PKG™	
INTERNET SALES DEPT FAST AND EFFICIENT SUPPLY CO. 10474 COMMERCE BLVD DUPLEX B SILVER SPRING MD 20910-9999	
RONALD RECEIVER C/O RICK RECIPIENT INTERNET PURCHASING OFFICE - NORTH BIG AND GROWING BUSINESS CO. 39 ANYWHERE ST SCARSDALE NY 10583-9999	
USPS TRACKING # eVS	
	
9200 1912 3456 7862 0603 02	

Change	Description
Eliminate Commercial Plus Prices	<ul style="list-style-type: none"> Simplify the offering by eliminating Commercial Plus Prices. Mailers may still qualify for discounted pricing under NSAs.
Add Commercial Base weigh tiers	<ul style="list-style-type: none"> Additional price tiers for 14, 15, and up to 15.999 ounce will be added to Commercial Base prices.
Eliminate presorting	<ul style="list-style-type: none"> Eliminate the need to presort FCPS pieces and only single-piece prices will remain.

First-Class Package Service (FCPS) is...

- Designed for shipping lightweight products
- Pay for the ounces, not by pound.
- Most delivery within 3 business days.
- USPS Tracking included
- No Saturday delivery charges, no residential surcharges, no fuel surcharges.
- Free forwarding and Return to Sender.



First-Class Package Service Eligibility

- ✓ Contents not prohibited (e.g. certain hazardous materials).
- ✓ Contents not required to be mailed as First-Class Mail-Commercial Base.
- ✓ Weigh less than one pound.
- ✓ Combined length and girth (girth is the distance around the thickest part of the mailpiece) is less than 108 inches.
- ✓ Must bear a delivery address that includes the correct ZIP Code or ZIP+4.
- ✓ Must bear an Intelligent Mail package barcode (IMpb).



ELIGIBLE

First-Class Package Service – Features and Benefits Include.....

- Delivery to every **domestic** U.S. address, PO Box, and military addresses!
- Although not guaranteed, delivery time **averages 3 business days.**
- First-Class Package Service offers customers a **single-piece priced option** with no need to presort!
- Offers a combination of **low cost and reliability!**



Extra Services

Adult Signature Services

- Adult Signature Required
- Adult Signature Restricted Delivery

Certified Mail

- Certified Mail Restricted Delivery
- Certified Mail Adult Signature Required
- Certified Mail Adult Signature Restricted Delivery

Certificate of Mailing

Certificate of Bulk Mailing

Collect on Delivery (COD)

- COD Restricted Delivery

Insurance

- Insurance Restricted Delivery

Registered Mail

- Registered Mail Restricted Delivery

Return Receipt*

Return Receipt for Merchandise

Signature Confirmation

- Signature Confirmation Restricted Delivery

Special Handling - Fragile

*If purchase with Adult Signature (3811 only), Certified Mail, COD, insurance over \$500.00 (3811 only), or Registered Mail.

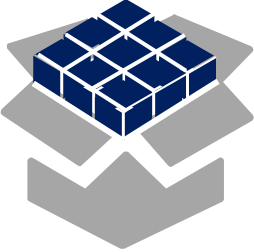

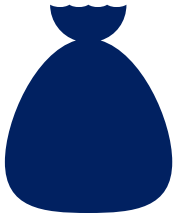
Value Added Services



F	FIRST-CLASS PKG US POSTAGE PAID COMPANY NAME eVS
USPS FIRST-CLASS PKG	
TEST 1 919 PHILADELPHIA AVE SILVER SPRING, MD 20910-4913	
HOLD FOR PICKUP	
HOLD FOR GARY REBLIN C/O DALLAS POST OFFICE 2759 MEMORIAL HWY DALLAS, PA 18612-4000	
USPS TRACKING NUMBER # eVS  9200 1912 3456 7862 0603 02	

- Hold For Pickup
- Package Pickup or Pickup on Demand (Single-piece)



For more information about Pickup visit: <https://tools.usps.com/go/ScheduleAPickupAction!input.action>

	<i>Subject</i>	<i>Description</i>
	Min. 500 presorted pieces	Mailings of at least 500 presorted pieces must be prepared in USPS-approved sacks and correctly marked (Presort or "PRSRT")
	Single-Pieces	Must be physically separated from other pieces, single-piece mail must bear no presorted price marking, correctly marked ("Single-Piece" or "SNGLP")
	Bundling and Sacking	Preparation sequence, sack size, and labeling must adhere to standards listed in DMM

	<i>Subject</i>	<i>Description</i>
	Items Required to be mailed as First-Class Mail	<p>The following types of contents must be mailed as First-Class Mail, Priority Mail, or Priority Mail Express:</p> <ul style="list-style-type: none">• Bills and statements of account.• Personal information.• Handwritten and typewritten material. <p>(Note: First-Class Package Service Commercial Base pieces cannot contain items required to be sent as First-Class Mail.)</p>
	Restricted Air Transport	<p>Subject to limitations for air transportation.</p> <p>See DMM 601.8.0 (Mailability for Hazardous, Restricted, and Perishable Mail)</p>

Certain materials cannot be shipped First-Class Package Service or must meet specific standards. See Publication 52 for details.

Hazardous Materials

Examples:

- Gases
- Flammable Liquids and Solids
- Corrosives



Restricted Materials

Examples:

- Intoxicating Liquors
- Firearms
- Cigarettes and Smokeless Tobacco



Perishable Goods

Examples:

- Food items
- Live animals
- Plants

Preparing First-Class Package Service Parcels



Step 1

Place item in your own packaging

Step 2

Ensure Proper sealing of packaging

Step 3

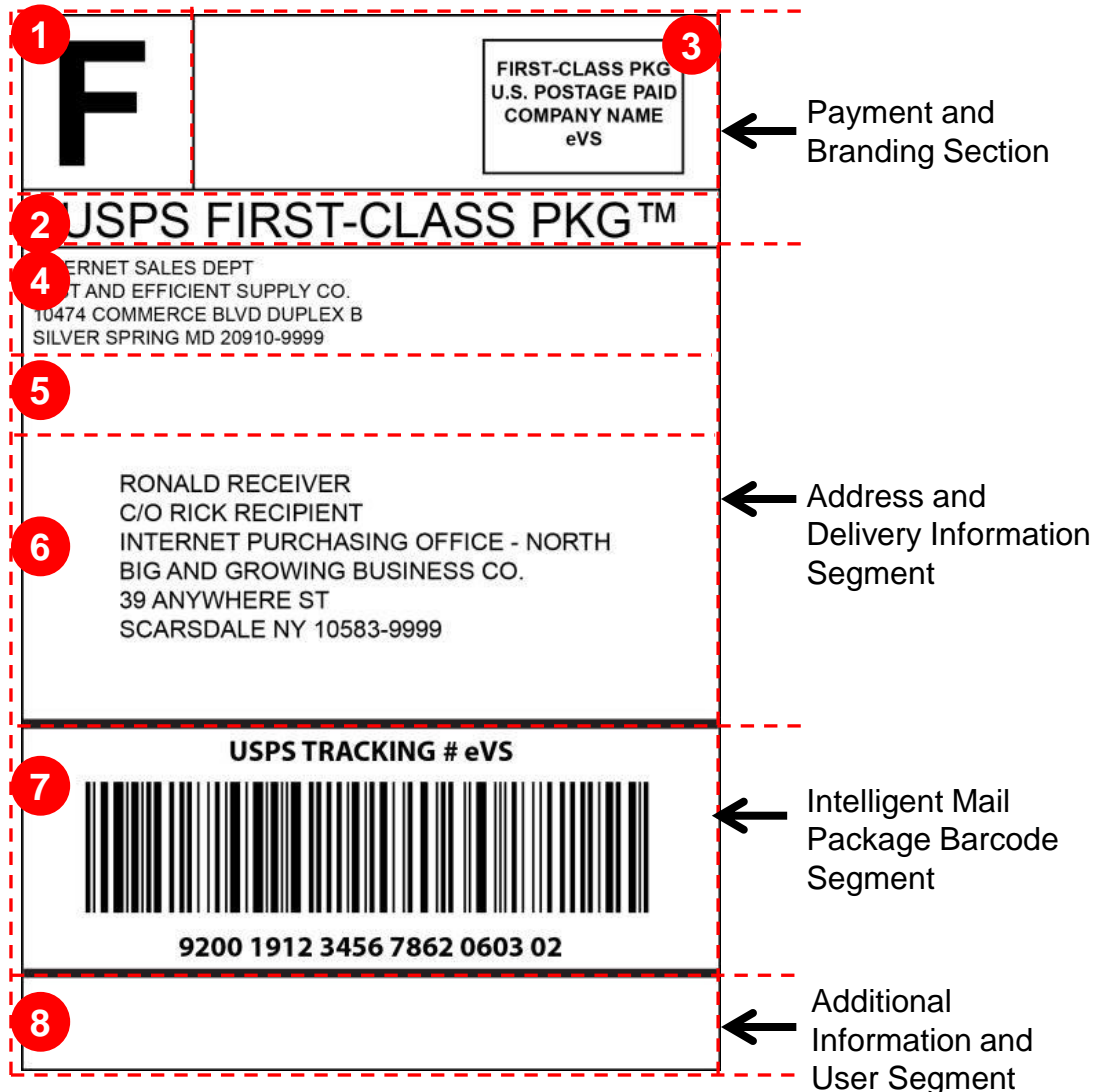
Choose to add any extra service desired (i.e. Signature Confirmation, insurance, etc.)

Step 4

Affix Mailing Label

Step 5

Present to USPS for mailing

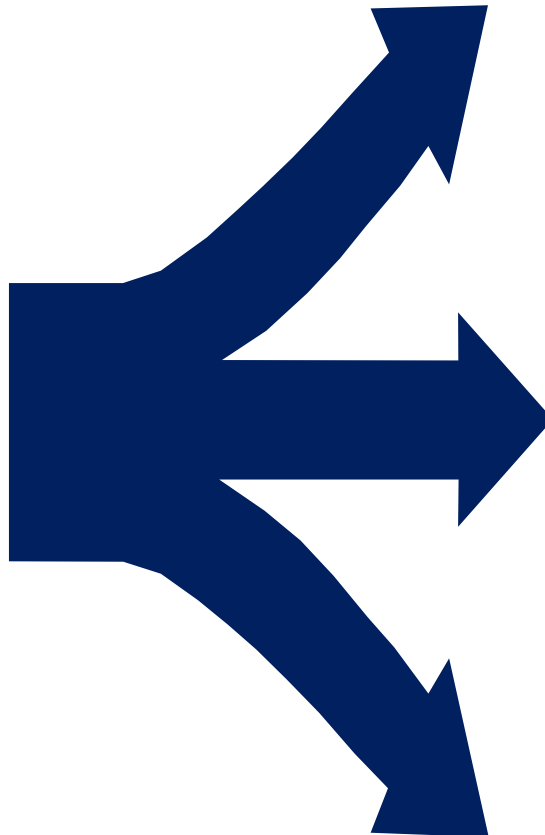


The diagram illustrates the layout of a First-Class Package Service Label, divided into eight numbered segments:

- 1 Service Icon Block:** A large 'F' icon.
- 2 Service Banner:** The text 'USPS FIRST-CLASS PKG™'.
- 3 Postage Payment Area:** A box containing 'FIRST-CLASS PKG', 'U.S. POSTAGE PAID', 'COMPANY NAME', and 'eVS'. An arrow points to this area with the label 'Payment and Branding Section'.
- 4 Return Address:** The address 'INTERNET SALES DEPT', 'BIG AND EFFICIENT SUPPLY CO.', '10474 COMMERCE BLVD DUPLEX B', 'SILVER SPRING MD 20910-9999'.
- 5 Endorsement:** An empty space for additional markings.
- 6 Delivery Address:** The address 'RONALD RECEIVER', 'C/O RICK RECIPIENT', 'INTERNET PURCHASING OFFICE - NORTH', 'BIG AND GROWING BUSINESS CO.', '39 ANYWHERE ST', 'SCARSDALE NY 10583-9999'. An arrow points to this area with the label 'Address and Delivery Information Segment'.
- 7 Intelligent Mail Package Barcode Segment:** A barcode with the text 'USPS TRACKING # eVS' above it and the tracking number '9200 1912 3456 7862 0603 02' below it. An arrow points to this area with the label 'Intelligent Mail Package Barcode Segment'.
- 8 Additional Information and User Segment:** An empty space for additional information. An arrow points to this area with the label 'Additional Information and User Segment'.

1	Service Icon Block
2	Service Banner
3	Postage Payment Area
4	Return Address
5	Endorsement
6	Delivery Address
7	Intelligent Mail Package Barcode with MID/STC
8	Additional Information and User Segment

USPS Returns using **First-Class Package Service**



32,000 Post
Offices



Carrier
• Pickup on
Demand



More than
150,000
Collection
Boxes

<http://pe.usps.gov/text/dmm300/Notice123.htm>



**UNITED STATES
POSTAL SERVICE.**

Price List

Notice 123 • Effective May 31, 2015

UPDATED

7-13-15

DOMESTIC

Retail Prices

Priority Mail Express™	2
Priority Mail®	3
First-Class Mail®	1
Standard Post™	4-5
Media Mail®	6
Library Mail	6

Commercial Prices

Priority Mail Express	7-8
Priority Mail	9-11
First-Class Mail	12-13
First-Class Package Service®	13
Standard Mail®	
Letters	14-15
Flats	16-17
Parcels	18-19
Parcel Select®	20-24
Media Mail	25
Library Mail	25
Bound Printed Matter	26-27
Parcel Return Service	28
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INTERNATIONAL

Retail Prices

Global Express Guaranteed	30
Priority Mail Express International™	31-32
Priority Mail International Canada	33
Priority Mail International®	34-35
First-Class Mail International®	36
First-Class Package International Service®	36
Airmail M-Bags	36

Commercial Prices

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Domestic

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International

Extra Services	65
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Postal Explorer® pe.usps.com

RETAIL

First-Class Mail—Single Piece

Letters¹ (Stamped)	Large Envelopes (Flats)²	Parcels³			
Weight Not Over (ounces)	Weight Not Over (ounces)	Weight Not Over (ounces)			
1	\$0.40	1	\$0.08	1	\$2.54
2	0.71	2	1.20	2	2.54
3	0.93	3	1.42	3	2.54
3.5⁴	1.15	4	1.64	4	2.74
		5	1.86	5	2.94
Letters¹ (Metered)		6	2.08	6	3.14
1	\$0.465	7	2.30	7	3.34
2	0.705	8	2.52	8	3.54
3	0.925	9	2.74	9	3.74
3.5⁴	1.145	10	2.96	10	3.94
		11	3.18	11	4.14
		12	3.40	12	4.34
Postcard⁵	\$0.35	13	3.62	13	4.54

EDDM - Retail®

Flats up to 3.3 oz.	\$0.163
Semi-Postal Stamps	
Direct Cancer Research, etc.	\$0.60

- Letters that meet one or more of the nonmachinable characteristics in DMM 101.1.2 are subject to the \$0.22 nonmachinable surcharge.
- Large envelope-sized pieces that are rigid, nonrectangular, or not uniformly thick pay parcel prices.
- For keys and identification devices, add \$0.85. If more than 13 ounces, see Priority Mail (footnote #4) on page 3.
- For weights over 3.5 ounces, see Large Envelopes prices.
- The card price applies to each single or double postcard when originally mailed; reply half of double postcard must be designed for reply mail purposes only.
- EDDM-Retail: Standard Mail EDDM Flats accepted at retail (see DMM 140).

See page 69 for postcard, letter, large envelope, and parcel dimensions.

United States Postal Service • Price List (Notice 123) • Effective May 31, 2015

Prices Charged Per Piece

- Postage is charged for each addressed piece according to its weight in ounces.
- The same Commercial Base price is charged for pieces weighing up to 3 ounces.
- Commercial Plus parcels must be machinable and weigh 3.5 ounces or more.

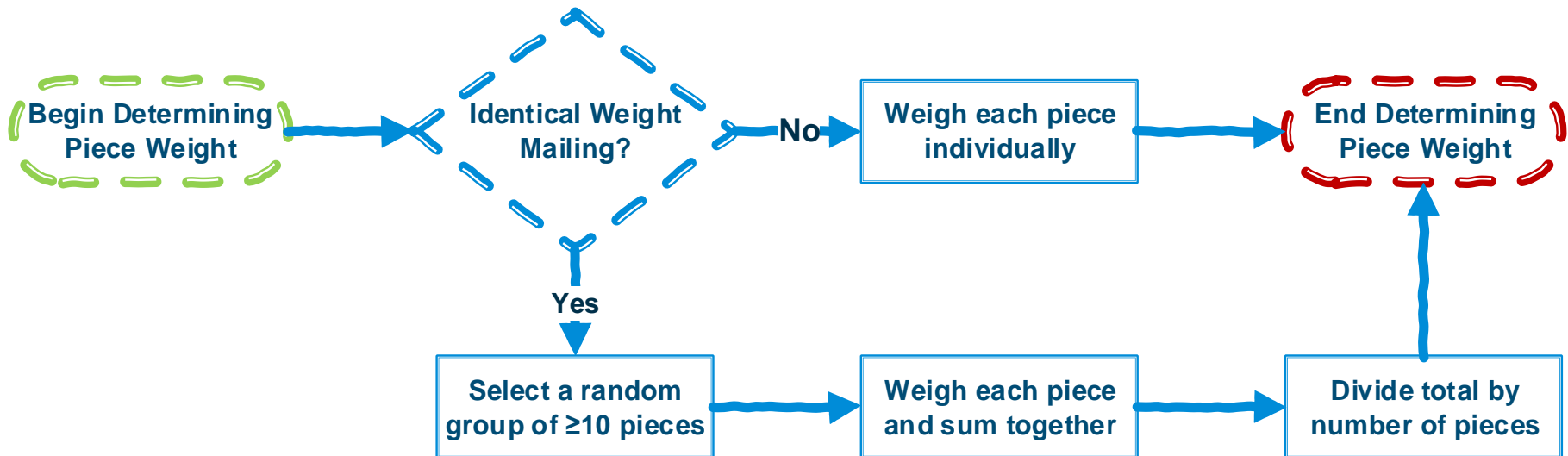
Determining Single-Piece Weight

- **Single-piece weight**, express all weights in decimal pounds rounded off to two decimal places (except mailers using eVS).
- **Manifest mailing system**, the manifest weight field must be properly completed by adhering to the rules relative to the specific manifest.


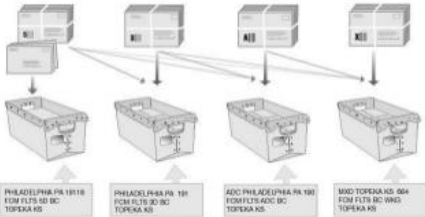


Note: First-Class Package Service items mailed under a specific customer agreement are charged according to the individual agreement.

USPS Methodology for determining Single-Piece Weight

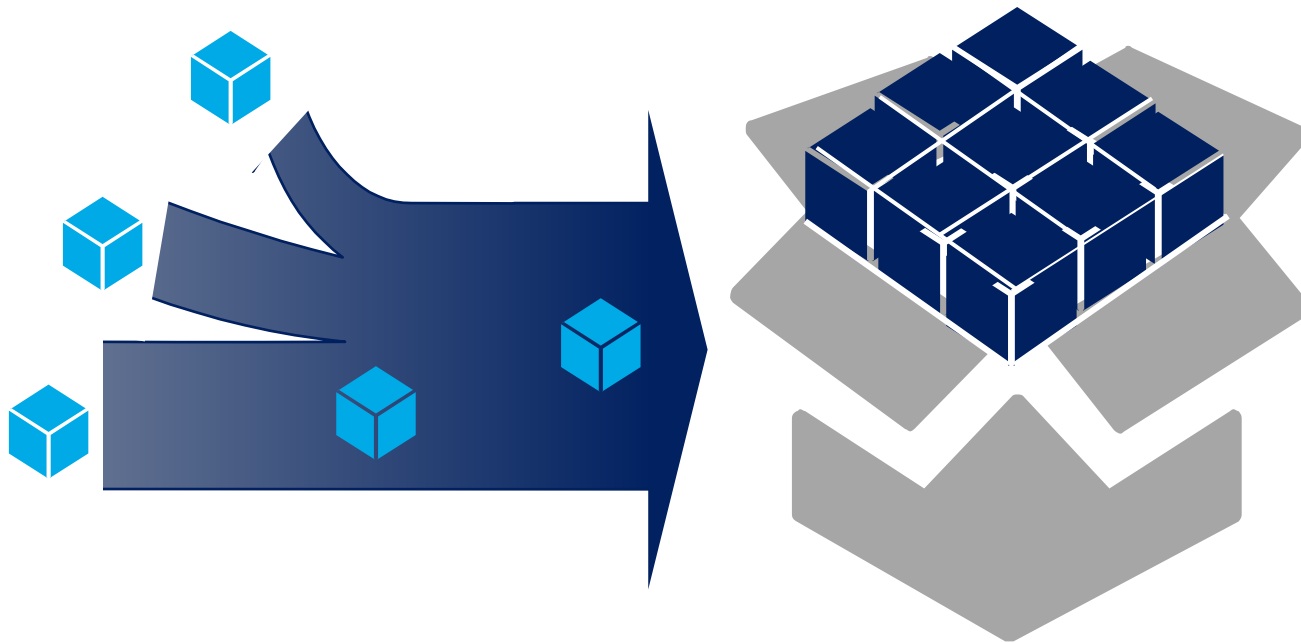


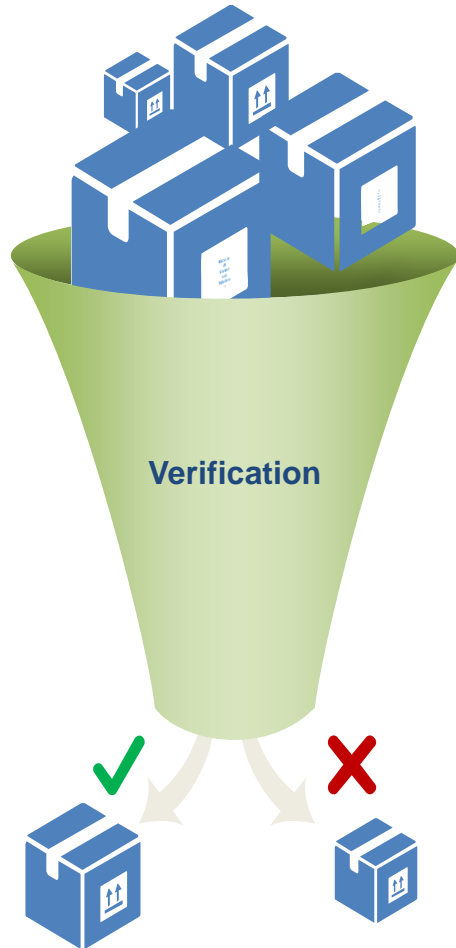
First-Class Package Service		
	Commercial Base	Commercial Plus
CPP Agreement		✓ 5,000 FCPS annually
PC Postage	✓	✓
Permit Imprint	✓	✓ eVS or eStatement with eManifest
MRS Permit Holders	✓	✓
IBI Meter w/electronic data	✓	
IMpb Required	✓	✓
IMpb non-compliance fee	✓	✓
Sealed against inspection		✓
Pickup Services	✓	✓
Irregular Surcharge	✓	✓

	<i>Fee</i>	<i>Description</i>
	Unusual Shape and additional Handling	<p>Unless prepared in 5-digit/scheme containers, a surcharge applies for Commercial Base parcels that are irregularly shaped, such as:</p> <ul style="list-style-type: none"> • rolls • tubes • triangles
	Presort Mailing Fee	<p>Payment of a presort mailing fee is required once each 12-month period at each office of mailing by any person or organization entering mailings at any presorted First-Class Package Service prices.</p>

Presort process:

- Mail is sorted to at a minimum to the finest extent required by the standards for the price claimed.
- Generally, presort is performed sequentially, from the lowest (finest) level to the highest level, to those destinations specified by standard and is completed at each level before the next level is prepared.
- Not all presort levels are applicable in all situations.





USPS Verification



- Mailings are subject to USPS procedures to verify correct preparation and postage payment.

Timeframe for Corrective Action

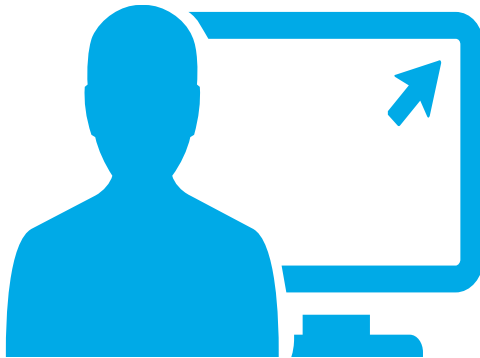
- If a mailer corrects the problems but is unable to mail the same day, the date shown on the mailpiece must be corrected.
- The mailer may either re-package each piece and reapply postage or apply a “.00” meter impression that includes the correct mailing date.

Payment at Single-Piece Price Rather than Correcting Errors

- A mailer who pays a single-piece price rather than correcting presorting errors must either affix metered postage for the additional amount on each piece or pay the difference in cash (or by check) before the mail may be released.
- A mailer who makes the same choice for a permit imprint mailing must correct the postage statement to show the higher price.

Postage	Example
Affixed Postage IBI Meters	 <p>IBI postage meters qualify for Commercial Base prices (Commercial Base prices are lower than retail prices)</p> <p>What to look for on qualifying IBI postage meters</p> <ol style="list-style-type: none"> 1. The IBI postage <i>must</i> include an appropriate price marking: "Commercial Base Price," "Commercial Base Pricing," or "ComBasPrice." 2. All IBI postage <i>must</i> display a two-dimensional (2-D) barcode. <p><i>To verify the correct postage, reference the Notice 123-Price List.</i></p> <p>Conventional postage meters DO NOT qualify for Commercial Base prices.</p>
Permit Imprint	

- **Electronic Verification System (eVS)** allows mailers to document and pay postage and extra services fees by transmitting electronic files to the USPS.



PARCEL SELECT
U.S. POSTAGE PAID
WASHINGTON, DC
PERMIT NO. 1
eVS

- Information on eVS can be found online at ribbs.usps.gov and in Publication 205, *Electronic Verification System (eVS) Business and Technical Guide*.

Completing Postage Statements

- Required for metered and permit imprint mailings, except when using eVS.
- A change made to any postage statement requires your correction and document the correction.



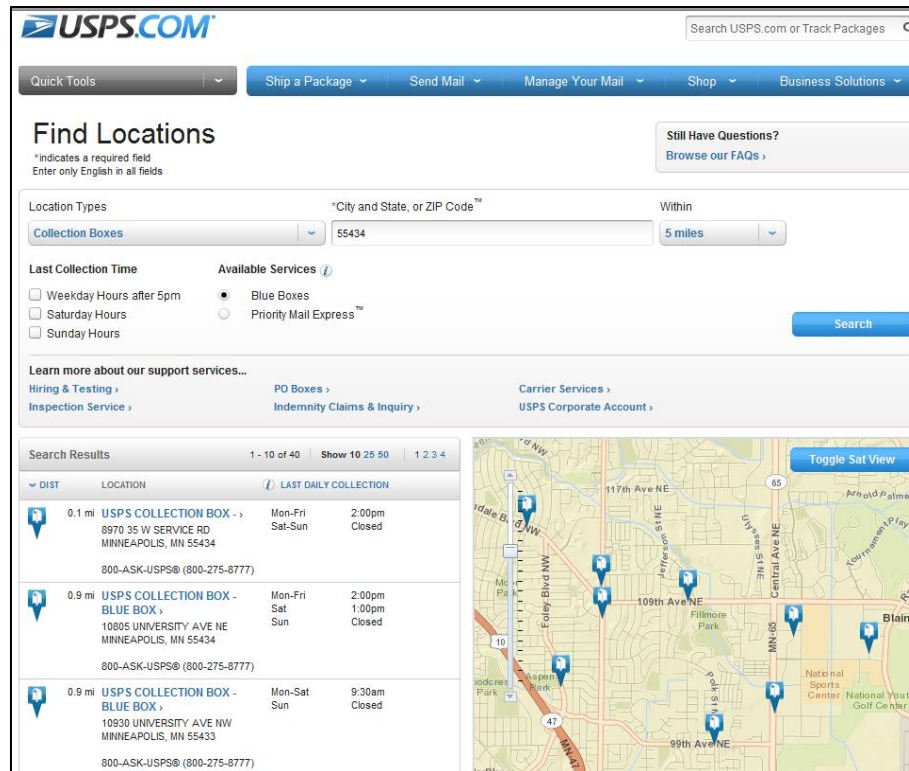
Other Documentation

- Documentation must be submitted when specified for the price claimed or postage payment method used.
- **Not required** when the correct price is affixed to each piece, or when each piece is of identical weight and the pieces are separated by zone.

Collection Box

- You may deposit **pre-paid single-piece** First-Class Package Service pieces that meet all applicable standards and that bear postage affixed when paid using a **postage evidencing system**.
- To find collection boxes in your area, go to:

<https://tools.usps.com/go/POLocatorAction.action>



USPS.COM Search USPS.com or Track Packages

Quick Tools | Ship a Package | Send Mail | Manage Your Mail | Shop | Business Solutions

Find Locations

*Indicates a required field
Enter only English in all fields

Still Have Questions?
[Browse our FAQs](#)

Location Types: **Collection Boxes** | City and State, or ZIP Code™: **55434** | Within: **5 miles**

Last Collection Time: ☐ Weekday Hours after 5pm ☒ Saturday Hours ☐ Sunday Hours

Available Services: ☒ Blue Boxes ☐ Priority Mail Express™

Search

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Search Results 1 - 10 of 40 Show 10 25 50 1 2 3 4

DIST	LOCATION	LAST DAILY COLLECTION
0.1 mi	USPS COLLECTION BOX - 8970 35 W SERVICE RD MINNEAPOLIS, MN 55434 800-ASK-USPS® (800-275-8777)	Mon-Fri 2:00pm Sat-Sun Closed
0.9 mi	USPS COLLECTION BOX - BLUE BOX - 10805 UNIVERSITY AVE NE MINNEAPOLIS, MN 55434 800-ASK-USPS® (800-275-8777)	Mon-Fri 2:00pm Sat 1:00pm Sun Closed
0.9 mi	USPS COLLECTION BOX - BLUE BOX - 10930 UNIVERSITY AVE NW MINNEAPOLIS, MN 55433 800-ASK-USPS® (800-275-8777)	Mon-Sat 9:30am Sun Closed

Map view showing collection boxes in the Minneapolis area. Toggle Sat View.

Interested in using **presorted First-Class Package Service**?

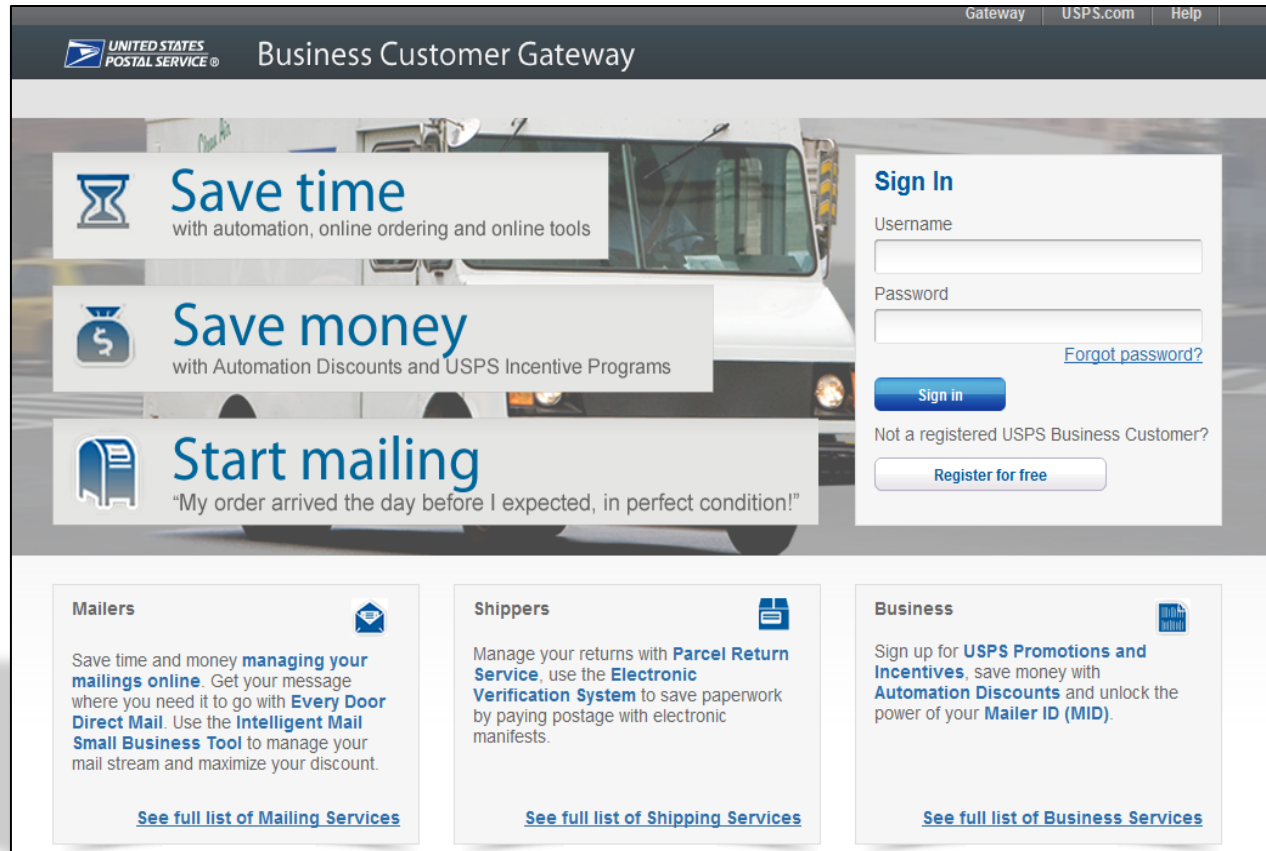
- Contact your local **USPS Sales representative** or local **Business Mail Entry unit (BMEU)** for additional details.
- If you don't know where your **local BMEU** is, you can easily locate it by using the tool at this web location:

[*https://ribbs.usps.gov/locators/find-bme.cfm*](https://ribbs.usps.gov/locators/find-bme.cfm).



Business Customer Gateway (BCG) at:

<https://gateway.usps.com/eAdmin/view/signin> is a Web portal for USPS business services and a resource for accessing various account management tools.



The screenshot shows the Business Customer Gateway (BCG) website. At the top, there is a navigation bar with links for "Gateway", "USPS.com", and "Help". Below this, the main header features the USPS logo and the text "Business Customer Gateway". The main content area is divided into three large sections: "Save time" (with automation, online ordering and online tools), "Save money" (with Automation Discounts and USPS Incentive Programs), and "Start mailing" ("My order arrived the day before I expected, in perfect condition!"). To the right of these sections is a "Sign In" form with fields for "Username" and "Password", a "Forgot password?" link, a "Sign in" button, and a "Register for free" button. Below the main content area, there are three columns of services: "Mailers" (managing mailings online, Every Door Direct Mail, Intelligent Mail Small Business Tool), "Shippers" (Parcel Return Service, Electronic Verification System), and "Business" (USPS Promotions and Incentives, Automation Discounts, Mailer ID (MID)). Each column has a "See full list of" link at the bottom.

Gateway USPS.com Help

**UNITED STATES
POSTAL SERVICE®** Business Customer Gateway

Save time
with automation, online ordering and online tools

Save money
with Automation Discounts and USPS Incentive Programs

Start mailing
"My order arrived the day before I expected, in perfect condition!"

Sign In

Username

Password

[Forgot password?](#)

Sign in

Not a registered USPS Business Customer?
[Register for free](#)

Mailers

Save time and money **managing your mailings online**. Get your message where you need it to go with **Every Door Direct Mail**. Use the **Intelligent Mail Small Business Tool** to manage your mail stream and maximize your discount.

[See full list of Mailing Services](#)

Shippers

Manage your returns with **Parcel Return Service**, use the **Electronic Verification System** to save paperwork by paying postage with electronic manifests.

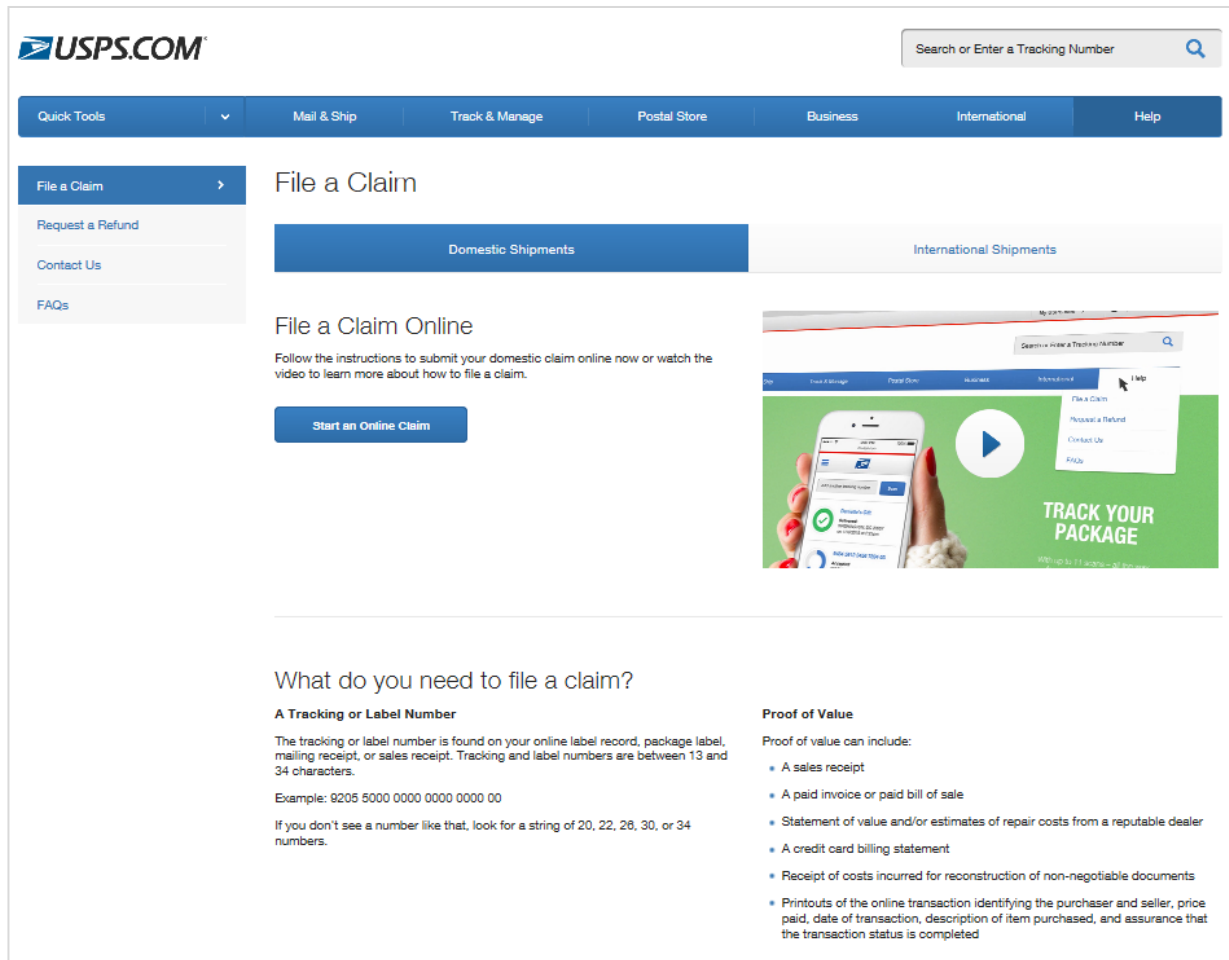
[See full list of Shipping Services](#)

Business

Sign up for **USPS Promotions and Incentives**, save money with **Automation Discounts** and unlock the power of your **Mailer ID (MID)**.

[See full list of Business Services](#)

Insurance Claims may be filed online at USPS.com



The screenshot shows the USPS.com website interface for filing a claim. At the top is the USPS logo and a search bar. Below is a navigation menu with links like 'Quick Tools', 'Mail & Ship', 'Track & Manage', 'Postal Store', 'Business', 'International', and 'Help'. A sidebar on the left contains 'File a Claim', 'Request a Refund', 'Contact Us', and 'FAQs'. The main content area is titled 'File a Claim' and has two tabs: 'Domestic Shipments' (selected) and 'International Shipments'. Below the tabs, there's a section 'File a Claim Online' with instructions and a 'Start an Online Claim' button. To the right is a video player showing a hand holding a smartphone displaying the USPS app. Below the video, there's a section 'What do you need to file a claim?' with two sub-sections: 'A Tracking or Label Number' and 'Proof of Value'. The 'Proof of Value' section lists several items that can serve as proof, such as sales receipts, invoices, and statements of value.

USPS.COM Search or Enter a Tracking Number

Quick Tools Mail & Ship Track & Manage Postal Store Business International Help

File a Claim > Request a Refund Contact Us FAQs

File a Claim

Domestic Shipments International Shipments

File a Claim Online

Follow the instructions to submit your domestic claim online now or watch the video to learn more about how to file a claim.

[Start an Online Claim](#)

TRACK YOUR PACKAGE

What do you need to file a claim?

A Tracking or Label Number

The tracking or label number is found on your online label record, package label, mailing receipt, or sales receipt. Tracking and label numbers are between 13 and 34 characters.

Example: 9205 5000 0000 0000 0000 00

If you don't see a number like that, look for a string of 20, 22, 26, 30, or 34 numbers.

Proof of Value

Proof of value can include:

- A sales receipt
- A paid invoice or paid bill of sale
- Statement of value and/or estimates of repair costs from a reputable dealer
- A credit card billing statement
- Receipt of costs incurred for reconstruction of non-negotiable documents
- Printouts of the online transaction identifying the purchaser and seller, price paid, date of transaction, description of item purchased, and assurance that the transaction status is completed

<https://www.usps.com/help/claims.htm>

Resources

Domestic Mail Manual (DMM) http://pe.usps.gov/text/dmm300/280_cover.htm

Electronic Verification Service (eVS) Business and Technical Guide
https://ribbs.usps.gov/evs/documents/tech_guides/pubs/Pub205.PDF

Intelligent Mail package barcode (IMpb) information page on RIBBS
<https://ribbs.usps.gov/index.cfm?page=intellmailpackage>

Notice 123, Price List
<http://pe.usps.gov/text/dmm300/Notice123.htm>

Publication 199, Intelligent Mail Package Barcode (IMpb) Implementation Guide
https://ribbs.usps.gov/intelligentmail_package/documents/tech_guides/PUB199IMPBImpGuide.pdf

Parcel Labeling Guide
https://ribbs.usps.gov/barcode_cert/documents/tech_guides/ParcelLabelingGuide.pdf

USPS online claims <https://www.usps.com/help/claims.htm>

Those without internet access may obtain Form 1000 by calling 1-800-332-0317, option 9.

Business Customer Gateway (BCG)
<https://gateway.usps.com/eAdmin/view/signin>

First-Class Package Service - Webinar

Question and Answer Session

United States Postal Service

Suzanne Newman
Product Development Specialist, Sr.

Verdonna Hudson
Business Systems Analyst, Sr.



First-Class Package Service - Webinar

The webinar is now concluded

RIBBS Website: <https://ribbs.usps.gov>